

MINUTES of the meeting of the Parish Council, held at Primrose Lane School, Wyndham Park, Yeovil on **Tuesday 27th March 2018 (7.00pm – 8.13pm)**

PRESENT:

BRISMORE WARD (6)

Mr Alf Hill (Chairman)
Mrs Iris Coton (Vice Chairman)
Mr John Snell
Mr Colin Rose

COMBE WARD (2)

Roger Brown

LYDE WARD (7)

Mrs Pat Hamaton
Mr Steve Hawker
Mr Royston Spinner

In Attendance: Barbara Appleby – Parish Clerk
County Councillor Jane Lock (arrived 7.12pm)
1 parishioner

OPEN SESSION FOR YEOVIL WITHOUT PARISHIONERS AND MEMBERS OF THE PUBLIC

No comments were made.

473/18 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Council to receive apologies for absence and consider the reason given LGA 1972 s85(1)

Business apologies were received from Mike Lock, Pauline Lock, Graham Oakes and Jamie Lock and personal apologies from Angela Le Neveu and Simon Hodder.

474/18 CO-OPTION OF COUNCILLOR

No applications had been received therefore co-option was deferred until the next meeting.

475/18 DECLARATIONS OF INTEREST

- 470/18 - Allotments – Royston Spinner - Personal

476/18 MINUTES

To approve as a correct record the minutes of the meeting held on 27th February 2018.

RESOLVED: that the minutes of the previous meeting held on 27th February 2018 be signed as a correct record.

477/18 CRIME, DISORDER AND COMMUNITY SAFETY: NONE

478/18 REPORTS:

- SOMERSET COUNTY COUNCILLOR:** Apology received from CC Andy Kendall. CC Jane Lock highlighted the extension of the public consultation on libraries and the difficulties SCC are having in recruiting and retaining staff for social care.
- SOUTH SOMERSET DISTRICT COUNCILLORS: NONE**
- PARISH REPRESENTATIVES: NONE**
- CLERKS REPORT: shown at the end of the agenda** - The clerk verbally informed councillors of the Clerks meeting that had taken place at SSDC with Alex Parmley on 14th March 2018. **NOTED**

479/18 CHAIRMAN'S ANNOUNCEMENTS: NONE

480/18 PLANNING

a. APPLICATIONS FOR CONSIDERATION

Application No	Proposal	Location	Ward
i 18/00686/FUL	The formation of a new vehicular access (Part retrospective)	Corner House, Yeovil Marsh, BA21 3QN	Brimsmore
YWPC Comments: "Recommend Approval"			

b. APPLICATIONS CONSIDERED (UNDER STANDING ORDER 3bxvii PRIOR TO THIS MEETING: NONE

c. PLANNING APPLICATIONS RECEIVED AFTER THE PUBLICATION OF THE AGENDA: NONE

d. DECISIONS ON APPLICATIONS:

Application No	Proposal	Location	SSDC Planning Decisions
i 18/00230/FUL	The erection of a detached outbuilding with decking to be used as garden room (retrospective)	30 Trent Close, Yeovil, BA21 5XQ	Permitted with Conditions
Yeovil Without Parish Council Comments: - RECOMMEND APPROVAL			

e. PLANNING CORRESPONDENCE/INFORMATION: NONE

481/18 FINANCIAL MATTERS

a. RECEIPTS AND PAYMENTS MARCH 2018 – NOTED

b. APPROVAL OF PAYMENTS

Scrutiny member Pat Hamaton and Colin Rose checked the invoices against the payments for March 2018. The balances of the bank accounts and the invoices for payment were correct, the payments presented were approved.

(Cheque No's- 2407 – 2414 – March 18 expenditure £22,723.05)

c. RENEWAL OF NATION ALLOTMENT SOCIETY MEMBERSHIP

RESOLVED: (1) agreed to renew the council's membership (2) to approve the cost of membership (£55 ex VAT).

d. GDPR – TRAINING SESSIONS SSDC

RESOLVED: (1) to note the date, times and cost of the training sessions offered. (2) to approve the expenditure of £10 per councillor for those councillors wishing to attend the presentation (4 councillors at present have indicated that they wish to attend) (3) to approve £25 expenditure for the clerk to attend a presentation.

482/18 OTHER MATTERS

a. REVIEWS:

- i. **FINANCIAL REGULATIONS – RESOLVED** that the current regulations are adequate and should remain in force without any change.
- ii. **STANDING ORDERS – RESOLVED** to adopt the revised Standing Orders that had been circulated to members prior to the meeting.
- iii. **RISK ASSESSMENT – RESOLVED:** (1) to note the circulation and review of the annual risk assessment (2) no new risks were highlighted for inclusion (3) agreed to adopt the risk assessment in its entirety.
- iv. **INTERNAL CONTROL – RESOLVED:** to approve the review, which is attached to the minutes.

- v. **ALLOTMENT RULES** – agreed to change the existing rules for bonfires and include rules relating to barbecues. Allotment Holders would be notified of the changes prior to adoption of the amended rules.

483/18 CORRESPONDENCE:

- a. **GRANT THANYOU LETTER FROM ST PETERS CHURCH - NOTED**
 b. Any further correspondence received since preparation of the agenda which does not require a financial decision. **NONE**

484/18 OPPORTUNITY TO RAISE CIRCULATED ITEMS LISTED IN APPENDIX A: NONE

EXCLUSION OF PRESS AND PUBLIC

The Council will be requested to pass a resolution excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted.

RESOLVED: that Item 485/18 a be heard with the Public and Press excluded

485/18 CONFIDENTIAL MATTERS

- a. **YEOVIL MARSH ALLOTMENT LAND** – The council were circulated a summary of the process to date and the independent advice received.

RESOLVED: that the heads of terms for sale of the land that were agreed by the parish council on 30th January 2018 would be resubmitted. A deadline for agreement by 30th April 2018. In the event on non-agreement the land would be withdrawn from sale.

486/18 QUESTIONS AND ITEMS ARISING AFTER THE PREPARATION OF THIS AGENDA, SUCH MATTERS ARE FOR NOTING OR DEFERRAL TO A FUTURE NEXT MEETING: NONE

487/18 DATE OF NEXT MEETING: 24th April 2018 – Primrose Lane Primary School, Wyndham Park. Annual Parish Meeting 7pm followed by the parish council meeting

APPENDIX A - Items circulated between 28th February 21st March 2018 that are not an agenda item.

a.	Ice Snow Clearance	02/03/18
b.	Area South Bulletin	05/03/18
c.	Final Boundary Commission Submission	08/03/18 & 13/03/18
d.	SCC Grant	13/03/18
e.	Libraries consultation extension date	15/03/18

CLERKS REPORT:

Subject	Meeting Date	Venue	Attendees
Crematorium Board	6 th March 2018 10am – 11am	Council Offices Brympton Way	Colin Rose and the Clerk
Update of planned works			
Wyndham Park Community Association Meeting	7 th March 2018 7.00pm – 9pm	Wyndham Park Community Hub	The Clerk
Community Open Day – arrangement of a community day has been handed over to the community association to organise. The date for a fun day and hopefully a “Street Party” style event will take place on 30 th June 2018.			
Sale of Land working group	12 th March 2018 1pm – 2pm	Vice Chairman’s house	Alf Hill, Iris Coton, Colin Rose and the Clerk
Details to be sent separately to councillors.			

481/18 FINANCIAL MATTERS Cont
a. Payments and receipts Mar 18

YWPC - RECEIPTS AND PAYMENTS TRANSACTIONS GENERAL FUND - 27 March 2018

General Fund Balance b/f from	27/02/2018	£102,512.78			* VAT Payments
RECEIPTS		A/C	Ch. N	PAYMENTS	
Natwest Business Reserve Inter	£	2.09	2407	SSDC (Westlands)	£ 7,855.00
Mendip YMCA cheques not received (reissued 2411)			2408	SSDC (Cemetery Deficit)	£ 8,243.00
2388 & 2394 cancelled)	£	1,069.14	2409	SSDC (parish ranger)	£ 1,811.52 *
			2410	SSDC Playground inspection	£ 423.38 *
			2411	Mendip YMCA (WP youth provision)	£ 1,603.71
			2412	Primrose Lane Primary School	£ 6.00
			2413	Clerks Emoluments	£ 493.30
			2414	PAYE	£ 675.76
			DD	NEST	£ 96.54
			DD	BT Quarterly Bill 16/3/18	£ 114.84
			SO	Democratic Services	£ 1,400.00
TOTAL RECEIPTS RECEIVED	£	1,071.23		TOTAL PAYMENTS	£ 22,723.05

General Fund Totals after deposits

Current Account	£	500.00
Business Reserve	£	43,084.01
Nationwide	£	60,000.00
Petty Cash	£	-
Total b/f plus receipts	£	103,584.01

General Fund Totals + deposits - payments

Current Account	£	500.00
Business Reserve	£	20,360.96
Nationwide	£	60,000.00
Petty Cash	£	-
General Fund Balance c/f to Apr 2018	£	80,860.96

YEOVIL WITHOUT PARISH COUNCIL RESERVES AND BALANCES 27 March 2018

GENERAL FUND AND RESERVES

	27/02/18	27/03/18
Nat West Current Account	£ 500.00	£ 500.00
Nat West Business Reserve	£ 42,012.78	£ 20,360.96
Nationwide	£ 60,000.00	£ 60,000.00
Petty Cash	£ -	£ -
TOTAL GENERAL FUND	£ 102,512.78	£ 80,860.96
Outstanding Commitments	£ -	£ -
Earmarked Reserves	£ 52,806.10	£ 39,418.10
GENERAL FUND BALANCE	£ 49,706.68	£ 41,442.86

EARMARKED RESERVES as per 2017/2018 BUDGET

ELECTIONS	£	1,500.00
GRATUITY	£	1,820.00
WYNDHAM PARK	£	26,000.00
5 year plan - Year 1 & 2 outstanding	£	10,098.10
TOTAL	£	39,418.10
CREMATORIUM RESERVE		As at 31/3/17
Crematorium (in SSDC a/c)	£	336,768